



Minutes approved 11-08-11

Property Committee Meeting

Justice Center Community Room
Tuesday, October 18, 2011 – 4:28 p.m.

Committee Members Present: Chairman Dean Grimm, John Ackerman, Lincoln Hobson, Tim Neuhauser, Nancy Proehl, Jerry Vanderheydt

Committee Members Absent: Brett Grimm

Others: Buildings and Grounds Superintendent Dan Gillette

MOTION

MOTION BY NEUHAUSER, SECOND BY VANDERHEYDT to approve minutes from the September 20, 2011 meeting and the September 28, 2011 In-Place meeting.

On voice vote, MOTION CARRIED.

Chairman Grimm asked Carroll Imig for a short synopsis of the recent Property Sub Committee meeting regarding the storm shelters at Tremont.

Imig stated the County has credit for two failed underground units. The consensus of both Property Chairman and Property Sub Committee Chairman was to arrange a special conference call with the owner, Scott Ingoldsby, for an agreement on one above ground shelter and to get something in writing. The target date would be Spring for installation. The location of the storm shelter has not yet been resolved. There also must be a covering for the above ground shelter.

Imig stated the sub committee had been formed to look into replacement of the failed undergrounds and it would be appropriate to continue until installed.

MOTION

P-11-35

MOTION BY B. HOBSON, SECOND BY ACKERMAN to recommend approval to County Board to approve a bid for tile replacement in Tremont.

On voice vote, MOTION CARRIED.

MOTION

P-11-36

MOTION BY PROEHL, SECON BY VANDERHEYDT to recommend approval to County Board for contract with David Burling for snow removal.

On voice vote, motion carried.

MOTION

P-11-37

MOTION BY VANDERHEYDT, SECOND BY NEUHAUSER to recommend to County Board to approve office furniture purchase for the Treasurer's office.

Chairman Grimm explained that they were tearing down a wall between two small offices to create a larger one. Dan's staff will be doing the work

On voice vote, motion carried.

Chairman Grimm opened the discussion regarding cleaning contracts. Gillette may want to change or terminate contracts. Mr. Umholtz stated there could be security issues. There will be a meeting with Gillette, Bartsch, Hobson and Grimm to discuss moving cleaning back in-house. If this is completed there will be a need for extra custodial help.

Gillette stated that a change could be cost neutral. Current contracts have additional cost for things such as carpet cleaning, cleaning light fixtures. The majority of our current cleaning contracts are up for a one year option effective April, 2012.

If the process started in the Courthouse, which there are some concerns due to confidential information, an in-house crew could take over. However, the hard floor contract is a separate contract and is currently with Clemmers. If an in-house crew would take both of these contracts it would be cost neutral. It would also be used to evaluate expanding in-house crews.

Proehl asked if the positions would be full time employees. Gillette stated it could be with part time help.

Umholtz stated that in the courthouse there is a lot of confidential information and it is very important to know who is in the office at night. The current crew shares ID badges. It is difficult to know exactly who was in the office.

Chairman Grimm stated this was a conversation to continue and Gillette would do some further research.

Gillette gave an update for Buildings and Grounds. He stated the basement of the Monge Building has been cleaned. They have a construction dumpster and are making locked storage compartments. The courthouse sidewalks are being repaired. The McKenzie Building elevator is progressing and is on schedule. He also stated that our elevators all passed State annual inspections.

Grimm stated the cannons at the Courthouse need repair and painting. We have received some very informal bids with ranges from \$300 to \$5,600. Gillette will continue research.

John Ackerman asked about County vehicles and what Committee they are discussed in. He stated where there is a parent committee purchases should be approved by the parent committee. All others should be brought to Property prior to going to County Board.

Chairman Grimm recessed the meeting at 4:52 p.m.